



415 Dexter Avenue, P. O. Box 671, Montgomery, Alabama 36101
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September 10, 2004

Ms. Henrietta Norman
C.A./Training Coordinator
U.S. Bankruptcy Court
One Church Street
Montgomery, AL 36101

Dear Ms. Norman:

The following course has been accredited for continuing legal education in Alabama:

COURSE: Tips, Tools & Trends (Question & Answer)
DATE: October 12, 2004; October 21, 2004
LOCATION: Montgomery, AL
HOURS: 2.0

If you choose to do so, you may advertise as follows:

This course or a portion thereof has been approved by the
Mandatory Continuing Legal Education Commission of
Alabama for a maximum of 2.0 hours' credit.

As required under Regulation 4.1.10, you must give all participants the opportunity to complete an evaluation questionnaire addressing the quality, effectiveness and usefulness of the program. A numerical or statistical summary of the participants' critiques will be due on November 12, 2004; November 21, 2004. The questionnaires must be maintained for a period of 90 days following this approved program, pending a request to submit them for the Commission's review.

In accordance with Regulation 4.1.15, a list of Alabama State Bar registrants must be submitted along with the evaluation summary. Bar member identification numbers must be included. If the class is canceled please notify the CLE Department.

If you have any questions, please contact Christina Brewer, CLE Assistant or Carol Thornton, CLE Administrative Assistant, at the above address and telephone number.

Sincerely yours,

Kim Oliver Ward

Kim Oliver Ward, Director
Mandatory Continuing Legal Education